



CITY COUNCIL

Open Government, Rules & Intergovernmental Relations Committee

**Monday, March 4, 2013
Meeting Report**

Attendance: S. Marmarou, D. Sterner Chair

Others Attending: S. Katzenmoyer, C. Snyder

The meeting was called to order at 5:33 pm by Mr. Sterner.

I. Update Welcome to Reading Guidebook

Ms. Snyder stated that if all the businesses contacted respond positively, the book would be mostly ads. Mr. Marmarou warned against creating a book of ads.

Ms. Snyder stated that she has reworked the cost of ads to keep the book to 100 pages. She stated that the cost will be \$255 for a full page, \$140 for a half page and \$75 for a quarter page. She stated that the Guidebook will be kept and reused and that this is a great advertising opportunity. She recommended reaching out to the City's core partners to begin – colleges, banks and other agencies. She stated that additional rounds of letters will be sent based on initial response so that businesses do not have to be turned away. She stated that this will bring \$7140 in ads and that the printing costs are just under \$7000. She stated that the Reading Muhlenberg Career and Technology Center will be printing the books. She stated that the paper will be the same quality as the last guidebook.

Mr. Marmarou recommended a glossy paper for the cover. Ms. Snyder stated that she will inquire about the change of price for this paper. She stated that she is leery about increasing the cost of the ads.

Mr. Marmarou noted the need to keep this project from turning into a fundraiser but that the cover gets tattered easily.

Ms. Snyder stated that Ms. Loaiza will be mailing the first batch of letters tomorrow.

Mr. Sterner agreed with the need to reduce the number of ads to fit a specific number of pages. He requested an update at next month's meeting.

II. Citizens Advisory Board

Ms. Snyder stated that she has not yet met with Ms. Katzenmoyer to move this amendment forward. She stated that the legislation will be drafted before this Committee's next meeting and that she will be providing an update to the current members.

Ms. Katzenmoyer offered to begin preparing the legislation so that amendments could be quickly made.

Mr. Sterner requested an update on this topic at the next meeting.

Mr. Marmarou stated that his District representative resigned as she did not like the way she was treated. Ms. Snyder stated that membership will be reduced to eleven but that she is willing to reach out to this individual if there are openings available.

III. Communications Policy

Ms. Snyder stated that there is no update. She stated that she must speak with the Mayor's staff about changes to the media policy. She stated that the Mayor has requested that all policies be issued by their office. She stated that they are currently reviewing the media policy.

Ms. Katzenmoyer stated that recent emails have hinted at a change in policy regarding employee communication with Council staff. She questioned if an updated policy would be issued. Ms. Snyder noted her understanding that routine business would continue under the current policy.

Mr. Marmarou stated that the only time he had issue with communication was regarding the 9th & Marion Fire Station. Ms. Snyder stated that the intent of the media policy is to keep the media out of offices so employees can get their work done. She stated that she has recommended that future policy contain more explanative language for better communication and work flow.

Mr. Sterner stated that the updated policy should be reviewed by this Committee at the next meeting.

IV. Amendment to the Code of Ethics

Ms. Katzenmoyer stated that at last month's meeting, she was asked to put the amendment into ordinance form. She stated that she has done that and has noted at the end of the document showing who created it and the date. She stated that the amendment attached to the agenda shows the amended language in the context of the full Code.

Mr. Sterner questioned if the Law office reviewed the amendment. Ms. Katzenmoyer stated that she forwarded the amendment to Mr. Younger and Ms. Butler but has had no response. She stated that she will follow up.

Mr. Sterner questioned the position of the Administration on this issue. Ms. Snyder questioned if this amendment followed the new process passed by Council (*note: as of this writing the Mayor has not yet signed this legislation*). She suggested that the amendment note that the language was written by the Ethics Board solicitor and when the Board of Ethics took action to move the amendment forward. Ms. Katzenmoyer stated that she will add this information to the amendment and stated that she will request follow up from Mr. Younger before this committee's next meeting.

Ms. Snyder requested that Ms. Katzenmoyer forward this amendment to her, Mr. Younger and the Mayor's staff for comment.

Ms. Snyder noted Mr. Acosta's concerns with the financial limitations placed on candidates. Ms. Katzenmoyer stated that she will follow up with the Ethics Board solicitor to determine how these limitations were calculated. She stated that she can also add this information as a comment to the amendment. She will then follow up with Mr. Acosta.

The meeting adjourned at 6:11 pm.

Respectfully Submitted by,
Shelly Katzenmoyer,
Deputy City Clerk